

MEETING OF THE TRANSPORTATION AUTHORITY OF MARIN

THURSDAY, MAY 26TH, 2005

Commissioners Present: Steve Kinsey, Chair, Marin County Board of Supervisors
Al Boro, Vice Chair, San Rafael City Council
Susan Adams, Marin County Board of Supervisors
Amy Belser, Sausalito City Council
Charles McGlashan, Marin County Board of Supervisors
Cynthia Murray, Marin County Board of Supervisors
Peter Breen, San Anselmo Town Council
Joan Lundstrom, Larkspur City Council
Melissa Gill, Corte Madera Town Council
Pat Eklund, Novato City Council
Hal Brown, Marin County Board of Supervisors
Jeanne Barr, Ross Town Council

Commissioner Absent: Alice Fredericks, Tiburon Town Council
Jerry Butler, Belvedere City Council
Lew Tremaine, Fairfax Town Council
Dick Swanson, Mill Valley City Council

Staff Members Present: Craig Tackabery, TAM Executive Director
Tho Do, Transportation Engineer
Art Brook, Senior Transportation Engineer
Bill Whitney, Senior Civil Engineer
Kathleen Booth, Recording Secretary

Recruiter Present: Kris Kristensen , CPS Consultants

1. Closed Session

The Commission reconvened in closed session at 4:00 p.m. to discuss the following:

- a. Consider appointment to the position of Executive Director pursuant to Government Code Section 54957.
- b. Instructions to labor negotiator (Kris Kristensen of CPS Executive Search) regarding negotiation of salaries and compensation for Executive Director pursuant to Government Code 54957.6.

The Commission reconvened in open session at 8:15 p.m.

2. Announcement from Closed Session

The Chair reported that the Commission met in closed session and advised that there was no announcement at this time.

3. Approval of TAM Minutes of April 28, 2005

Chair Kinsey asked for a motion.

Commissioner Eklund moved and Commissioner Lundstrom seconded, to approve the Minutes of April 28, 2005. The motion carried by a unanimous vote by TAM.

4. Executive Director's Report

Craig Tackabery, Executive Director, reported the County conducted a countywide poll of 1,000 residents. The top areas of improvements for the poll were: maintain county roads and streets, maintain county bus systems, providing health services for low-income residents, and increasing the amount of affordable housing. More detailed results of the poll will be available shortly on the County website.

Executive Director Tackabery reported questions were asked about the 101 Gap Closure bike element at Puerto Suello Hill. He reported TAM's consulting firm, Nolte, developed several alternatives and reviewed them with SMART staff and bike representatives. We are developing a matrix to use as a tool to rank alternatives with our local partners including Caltrans, SMART, TAM, and the City of San Rafael to try to reach consensus. The results will be brought back to the Commission.

Executive Director Tackabery reported AB1623, a bill that would allow a \$5.00 vehicle registration fee, was approved this week by Assembly Appropriations and will now go to the Assembly for vote. There is a good chance that this bill will move forward based on results of other similar bills.

Executive Director Tackabery reported on TE Reauthorization, the federal transportation bill. The Senate approved another extension to June 30, 2006. A Senate bill was approved and has \$11 billion more than the House bill, which has \$284 billion. The Senate bill is more programmatic than the House bill. The House bill has several new programs and \$17 billion in high- priority projects.

The State may provide Prop 42, sales tax on gasoline, funds for transportation this year. Some of the funds would be allocated to the TCRP program and STIP program, which we are pursuing. Some would be allocated for transit and some TCRP funds would be routed to the cities and counties for local roads. There would be a \$1.9 million countywide allotment for Marin County for local roads, with an amount for each jurisdiction by formula.

Chair Kinsey reported on focused workshop on accessible taxis, which is an important mobility tool that is absent in most of the counties in the Bay area. Chair Kinsey stated that Dr. Sandra Rosenbloom attended the workshop earlier this month in Marin County. He then thanked Marin County DPW and his staff for helping to make the event successful, and stated this the kind of accessibility we want to pursue in our county.

5. Commissioner Reports

a. Executive Committee – *Attachment – Chair Kinsey*

Chair Kinsey reported that the Executive Committee has been working hard on a number of the organizational issues, which is reflected in the minutes of 5/11/05.

b. Marin-Sonoma Narrows Policy Advisory Group – *Commissioner Murray*

Commissioner Murray reported there will be a groundbreaking on June 1, 2005, of the Redwood Landfill flyover, a privately funded project on U.S. 101. She stated this is a major milestone.

c. SMART – *Commissioner Boro*

Vice Chair Boro reported two points of interest from SMART's meeting last week. One, regarding the sound wall and bicycle pedestrian trail along Highway 101. SMART instructed its staff to start looking to find ways to add height to the sound wall. Two, on June 21, 2005, at 7:30 p.m., in Santa Rosa, SMART Board will hold a hearing to share and hear interest in Railroad Square in Santa Rosa. SMART owns 5 ½ acres of Railroad Square and will work with the City of Santa Rosa.

6. Caltrans Report

Doanh Nguyen of Caltrans addressed concerns from last months meeting regarding conditions of two Marin County Park and Ride Lots, one at Alameda Del Prado and one at Atherton. Caltrans field maintenance has investigated and in the next two weeks will take care of potholes at the Atherton location. He reported that in Marin County there are 11 Park and Ride lots that are heavily used and he appreciated that concerns were brought to his attention. He noted that on the Caltrans Web site there are links to Park and Ride lot locations as well as a link to submit maintenance requests for Park and Ride lots. He stated that feedback from the lot users would help them be aware of issues.

Commission Eklund asked what would be done at the Alameda Del Prado Park & Ride in the future. She stated the there were many complaints on security, break-ins, and lack of lighting and maintenance. Doanh Nguyen stated Caltrans would work on issues brought to their attention with local jurisdictions.

Chair Kinsey thanked Doanh Nguyen for his responsiveness to Commissioner Eklund's concerns.

7. Marin County Transit District Status Report on Short Range Transit Plan (Discussion) – Amy Van Doren

Chair Kinsey introduced Amy Van Doren, Transit Services Manager, to give a status report on the Short-Range Transit plan. Amy Van Doren provided copies of background material, *MCTD Get The Facts*, and *MCTD Frequently Asked Questions*. She discussed the Plan's public outreach process, timeline, and stated they hired Nelson/Nygard and Associates to develop the Plan.

Amy Van Doren noted there would be a Board Workshop on June 14, 2005 to help provide policy direction to staff and the consultant. The information that is developed through the Board will be presented at public meetings. The public meetings will start in July and the dates will be announced with a press release at the Workshop. She invited the TAM board to attend the Workshop from 1:00 p.m – 2:30 p.m. at the Civic Center.

Chair Kinsey stated it would be important for the two subcommittees from TAM and MCTD, to meet prior to the June 14, 2005 meeting if possible, so that the input from TAM can be reflected.

Commissioner Eklund questioned if the targeted audience would be able to attend the Workshop in the afternoon since those are working hours. Amy Van Doren stated that the public meetings would be in the evening.

Vice Chair Boro congratulated Amy VanDoren on her two brochures: *MCTD Get The Facts*, and *MCTD Frequently Asked Questions*.

8. Review Preliminary 2005-06 Budget

Executive Director Tackabery introduced Nancy Whelan to discuss the proposed TAM FY 2005-06 Budget. She summarized the following assumptions as outlined in the staff report.

Chair Kinsey suggested the following changes:

- The Budget should show \$30 million in revenue available from the bond and then adjust later.
- Regarding the grant opportunity to do two community based transportation plans, the revenue and expenditures should reflect the total grant.
- The reference to auditor contract, should be changed to the function, accounting and payroll to make it easier to understand.
- The need for clarification regarding revenue sources as to their frequency; he suggested a column in the budget to identify the ongoing nature of some of the sources versus one time nature of other sources.
- Add Office Space as an agenda item for discussion next month.
- The FTE factors need to be reconciled.

Chair Kinsey directed staff to schedule a public hearing for June 23, 2005, and to post the Proposed FY 2005-06 budget on the TAM website at least 30 days prior to the public hearing.

9. Short-Term Borrowing for FY 2004-05 (Action)

Item 9. was moved to after Item 12.

10. Appointment of Members and Alternates to Technical Advisory Committee (TAC) and Citizens Oversight Committee (OC)

Chair Kinsey reported the Oversight Committee call for applicants have been extended. He gave the staff opportunity to move forward on the TAC and as new members fill the vacancies that exist they will be added to the TAC.

Commissioner Kinsey moved and Commissioner Lundstrom, appoint the TAC members as outlined in the staff report; to fill the TAC vacancies at a future meeting when applications are received from nominating organizations, and to continue the Call for Applicants to the OC until June 13, 2005. The motion carried unanimously by TAM.

11. Proposed Funding Agreement with Metropolitan Transportation Commission and Professional Services Agreement with Wilbur Smith Associates Related to Preparation of a Community Based Transportation Plan for the Canal Neighborhood of San Rafael

Chair Kinsey introduced the item regarding the CBTP Funding Agreement with MTC; and subject to final approval of the CBTP Funding Agreement by MTC, and a Professional Services Agreement with Wilbur Smith Associates.

Deb Hubsmith, representing Marin County Bicycle Coalition, requested that the Agreement will include all needs including the needs of bicyclists and pedestrians.

Commissioner Kinsey moved and Commissioner McGlashan seconded, to authorize the Executive Director to execute the CBTP Funding Agreement with MTC, and subject to final approval of the CBTP Funding Agreement by MTC, authorize the Chair to execute the Professional Services Agreement with Wilbur Smith and Associates for an amount not to exceed \$54,000. The motion carried unanimously by TAM.

12. Selection of Transportation Enhancement Projects for FY 05/06 and FY 06/07

Executive Director Tackabery summarized the staff report containing a recommendation to direct staff to advise MTC and the California Transportation Commission that the Transportation Authority of Marin supports TE funding of the following:

Jurisdiction	Project	Total Funds	PE & Env FY05/06	Const FY06/07
Marin Co	Bicycle Guide Signing	\$150,000	\$42,300	\$107,700
Marin Co	Bus stop improvements	\$128,500	\$44,900	\$82,600
Tiburon	Pine Terrace multiuse path	\$107,000	\$20,000	\$87,000
Larkspur	East Sir Francis Drake Bicycle/Pedestrian Multi Use Wooden Bridge Rehabilitation	\$97,500	\$7,500	\$90,000
Marin Co	Olema Bolinas Pathway	\$418,000	\$146,300	\$271,700
San Rafael	Medway/Canal Enhancements	\$400,000		\$400,000
	Total	\$1,301,000	\$261,000	\$1,040,000

He reported that TAM in the future could rely on the TAC for input and project priority recommendations. He stated that some of the projects were backfills for deleted STIP projects and the remainder were ranked using the criteria in the call for projects.

Karen Nygren questioned the need for funding for the Fireside Project for the project to be successful. Commissioner McGlasson stated he had an update today from Jason Nutt about the status of the crosswalk project. It is not ready to go and he thinks the Fireside Project has other critical issues to address.

Deb Hubsmith, representing, Marin County Bicycle Coalition, stated how TE funds were distributed last time. She agreed with staff to let TAC determine what is best way to go public. She would like the Commission to direct staff to have some funding to an adult bicycle educational program for Marin County. There were some previous STIP projects that were not being funded under this effort. She addressed the issue of backfill funding, and would like it to be on a future agenda.

Commissioner Eklund asked who received the grant application and when was it sent. Executive Director Tackabery responded it was sent to City Managers, County Administrator, Public Works Directors, Planning Directors, Parks and Recreation Directors, Superintendent, County Office of Education, Golden Gate Bridge, Chief of Police, Special Districts, School Districts, Marin County of Transit District, on April 12, 2005.

Commissioner Eklund questioned the bus stops item amount in the staff report. Executive Director Tackabery referenced the staff report regarding developing the project list contained in the recommendation, a small amount of funding was left over, that amount was added by staff to the countywide project to improve bus stops.

Chair Kinsey asked if the Executive Committee wants to look at idea of amending TE Project approval to include \$22,500 for Bicycle Educational Program. He asked for the authority to act at this meeting, and authorize the Executive Committee to review the list as time permits.

Vice-Chair Boro moved and Commissioner Lundstrom seconded, to move the recommended project list and to provide the opportunity for Executive Committee to re-visit the list with Executive Director to consider allocating some funding for a bicycle education program if the opportunity exists and time permits. The motion carried unanimously by TAM.

Commissioner Brown left the meeting at 9:30 p.m. Chair Kinsey reported there is not a quorum and therefore, Items 9, 13, 14 are informational.

9. Short-Term Borrowing for FY 2004-05 (Action)

Executive Director Tackabery introduced Nancy Whelan to summarize. She gave the following overview:

At the November 18, 2004 meeting of the TAM Board, an allocation of \$3,462,000 in Measure A funds was made to the Marin County Transit District to maintain local and specialized transit service for FY 2004-05. This allocation anticipated that funds would be disbursed in advance of receipt of sales tax funds and that some form of borrowing would be required to meet cash flow needs. At the same time, the Board authorized a request to borrow from the County Treasury as a “dry period” loan to meet cash flow requirements. The “dry period” loan allows borrowing up to 80% of the projected Measure A revenues within a fiscal year, but must be paid back before the year closes on June 30. Given that only one month of sales tax collections will be received before the end of FY 2004-05, a different type of loan spanning more than one fiscal year is required to disburse \$3,462,000 to MCTD by June 30, 2005.

TAM staff and their consultants are considering several options for borrowing funds. The two most promising approaches appear to be a short-term loan with a commercial bank or a line of credit. The County Treasurer and Tax Collector’s office is assisting TAM in evaluating these options and will help complete the selected transaction.

Chair Kinsey requested staff bring this to the Executive Committee, to be able to bring a recommendation back to TAM and this will be brought back to TAM next month.

13. Congestion Management Plan (CMP) Process and State Transportation Improvement Program (STIP) Policy

Chair Kinsey encouraged members to look over the staff report and suggested staff bring the item to the next Executive Committee meeting.

Deb Hubsmith stated she thought it was important to list by reference all the bicycle and pedestrian master plans that were created in the CMP.

14. Suggestions for Future Agenda Items

Chair Kinsey indicated STIP backfill summary, and TAM office location would be a future agenda items.

15. Open Time for Items Not on the Agenda

None.

Chair Kinsey adjourned the TAM meeting at 9:57 p.m.